



Highland Council of Community Events

**Highland Council of Community Events (HCCE) Meeting Minutes June 13<sup>th</sup>, 2019**

**Called to Order Time:** 7:03 p.m. **Called to Order By:** Vice President, John Breslin

**HCCE Members Present:** Brandon Wolak, Erica Wolak, Christine Gonzalez, Adam Nyiri, and Liz Breslin

**Sub-Committee Members:** Jackie Herrera

**HCCE Officers Present & Absent:**

President-	Chris Kornaus	Vice-president	-John Breslin
Financial VP-	Dawn Wolak	Secretary-	Kristen Smith

**Liaisons Present:** Parks & Recreation- Dave Byers  
Town Council- Mark Herak

**Guests Volunteers, & Contractors:** n/a

**Minutes Review:** May 9th, 2019 Minutes and Public Special Meeting May 23<sup>rd</sup>, 2019 Minutes were reviewed and accepted.

Motion: Brandon Wolak    Second: Adam Nyiri    Vote: Passed

**Guests/Liaison/New Member Introductions:** n/a

**Financial Report:** Dawn Wolak

\$138 spent this month for Festival Permit

31.38% of budget \$6, 412.25 remaining

Kristen Smith submitted receipts tonight for Festival HCCE Tent, Part of Judges gifts, and On Line parade tool to date. Liz Breslin submitted receipts for Parage judges bags.

**Liaison Report:**

Parks & Recreation- Dave Byers- Dave needs Kiddie Parade apps, coupons at Lincoln center.

**Action:** Kristen will send hard copies to LC

## Committee Reports:

### **Memorial Day** (May 27<sup>th</sup>, 2019 -10am) – Erica / Jack / Christine

Excellent feedback from Town Council meeting on Memorial Day tribute. Special note that the Remarkable ensemble added a lot.

**Action:** Notes for 2020- add more seats on stage for council and choir. Move water closer to tent.

### **Arts & Crafts** (Independence Festival July 3<sup>rd</sup>-July7th) – Erica / DeAnna / Adam

Erica: 8 booths /applications to date

### **Fireworks** (July 4<sup>th</sup> – Rain Date 7/5) – Liz B / John/Chris

Liz B- All set

### **Twilight Parade** ( July 3<sup>rd</sup> Line up 4:30-5:30 Parade kicks off @6:30pm) Kristen/DeAnna/Christine/Chris/Elmo

Online applications are open now and close June 15<sup>th</sup>.

Interested parties can send inquiries to: [Highlandcce@gmail.com](mailto:Highlandcce@gmail.com)

Highway Ave will shut down at 4pm and Kennedy Ave at 6pm.

### **Kiddie Parade** (Independence Festival July 7<sup>th</sup> 12:45) – Erica /Christine/Chris

Kiddie Parade on-line application is active.

**Bags ordered Yes or no?**

Dawn asked why we decided to change the giveaway this year. The committee explained their desire to try something new and eliminate all the smaller handouts and candy and do one larger hand out (Back Pack, Ticket, and water)

### **Food Trailers** (Independence Festival July 3<sup>rd</sup>-July 7th) – Dawn Wolak

Dawn- \$5540 2 doubles (\$700 each) 9 singles (\$460 each)

Possible new vendor “Nothing Bundt Cakes”

Looking at new Pork Tenderloin vendor

Lost Amici this year

Dave Byers suggested contacting Jeff Golfis from Blue Top for a Gyros Vendor

**Action:** Dawn or Liz B to contact Blue Top

### **Food Tents** (Independence Festival July 3<sup>rd</sup>-July 7th) – Liz Breslin/Kristen Smith

Dawn already sent out applications. Returning vendors respond first.

7-Food Booths have responded ( 5 singles / 2 Doubles)

### **Publicity** (Independence Festival July 3<sup>rd</sup>-July 7th) – Dean / Erica/Tori / Liz A.

Liz A- 500 fliers coming to Liz A tomorrow 6/14

Balance of 1500 coming 6/18

Distribution going out to all homes via Hammond Times 6/26

Erica created an event on Facebook for each band so people can check in and remind themselves of the event.

**Action:** Contact Liz A if you would like fliers to hand out.

**Grounds** (Independence Festival July 3<sup>rd</sup>-July 7th) – Chris/John/Dean/Brandon

Kristen presented Parking Permits

Tom Lounges has Band permits

Dean updated that ice is ordered 35 bags @22lbs each (770 lbs) delivery 7/2 Cost \$3.87 bag + \$20 delivery \$156 total

**Action: John Breslin-** let Trevor know where new tent should be set up

**Security** (Independence Festival July 3<sup>rd</sup>-July 7th) – Bernie Zemen / Chief Hojnicky / Dean/John

Mark Herak updated us that the Griffith Police will be assisting this year.

**Entertainment** (Independence Festival July 3<sup>rd</sup>-July 7th) – Tom Lounges

No update

**Trunk or Treat** (October 26<sup>th</sup>) – DeAnna /Chris / Christine

Motion made during April 2019 meeting to table discussion until next meeting since we are focused on completion of Independence Festival at this time.

Motion: Brandon Wolak    Second: Erica Wolak    Vote: Passed

**Santa Parade** (November 30th) – DeAnna /Chris / Kristen

Motion made during April 2019 meeting to table discussion until next meeting since we are focused on completion of Independence Festival at this time.

Motion: Brandon Wolak    Second: Erica Wolak    Vote: Passed

**Old Business**

**Action: Chris Kornaus** to confirm with Town Council that members of sub committees without official HCCE appointments are bonded and insured and can also work the ticket booth.

**Open Action: Chris Kornaus** to create a committee to reach out to and work with Main Street on ideas that we can merge, (Battle of the bands, food vendors, etc.

Battle of the Ridge suggested for 2020

**New Business** – Richard Underkofler presented the need for a tent at the fest to recruit 2020 Census Workers. He explained the program and handed out information that will be passed out. Erica suggested putting the tent near the Historical Society.

Motion: John Breslin    Second: Dawn Wolak    Vote: Passed

**Motion to adjourn Meeting    8:05pm**

Motion: Liz Breslin    Second: DeAnna KornausVote: Passed

**Next HCCE Meeting: Thursday, June 27<sup>th</sup> 7pm (public Special Meeting)**  
**Thursday, July 11<sup>th</sup> 7pm**

Respectfully Submitted: Kristen Smith, Secretary

<b>2019 Festival Dates</b>	<b>Day</b>	<b>Festival Hours</b>	<b>Event</b>	<b>Wristband Hours</b>	<b>Stop Selling Times** (Food Trailers &amp; Tents)</b>
July 3rd	Wednesday	5pm-11pm	Twilight Parade	5pm-10pm	10:45pm
July 4th	Thursday	1pm-11pm	Fireworks	1pm-5pm	10:45pm
July 5th	Friday	5pm-11pm		5pm-10pm	10:45pm
July 6th	Saturday	1pm-11pm		1pm-5pm	10:45pm
July 7th	Sunday	1pm-9pm	Kiddie Parade	1pm-5pm and 6pm-9pm	8:45pm